

**INTRODUCTION**

This package contains the examination questions (form DS-875Q), which all drivers must answer as required by Section 6.12 of the Commissioner's Regulations, and a score sheet (form DS-875Y) and answer key (form DS-875) to grade the exam.

The exam will test a driver's knowledge of the rules of the road, defensive driving practices, and the laws that regulate driving a bus in this state. The questions are based on information in the New York State Driver's Manual (form MV-21), the New York State Commercial Driver's Manual (form CDL-10), and Part 6 of the Commissioner's Regulations. The carrier will give these materials to the driver prior to the exam.

As required by Section 6.12 of the Commissioner's Regulations, only a person who has been certified by the Department of Motor Vehicles may give the exam.

**EXAM INSTRUCTIONS**

- Allow enough time for the driver to complete the exam.
- Form DS-875Q (Article 19-A Biennial Oral/Written Examination) provides the questions for the exam. Select a total of 20 questions as follows:
  - o 15 questions from Section A, **and**
  - o 5 questions from Section B
- Tell the driver that the exam is offered as a written test or an oral test. Ask the driver to select one of those options.
- After the driver makes a decision, tell the driver which questions to answer and that every question must be answered.
- Tell the driver to print his or her name and the date on each page of the exam (form DS-875Q).
- When the driver has completed the exam, record the results on the score sheet (form DS-875Y). **TO PASS THE TEST, THE DRIVER MUST CORRECTLY ANSWER:**
  - o **AT LEAST** 12 out of 15 questions in Section A **and**
  - o **AT LEAST** 4 out of 5 questions in Section B.
- File the pages that were used for the exam, the score sheet, and the results in the driver's file.

**INSTRUCTIONS ABOUT EXAM FAILURES, DISQUALIFICATION, RETESTING, AND NOTIFICATION**

- If the driver fails the exam, the Bus Driver Unit must be notified within 10 days as required by Section 6.12 of the Commissioner's Regulations. A driver who fails the exam is disqualified and cannot drive a bus to transport passengers.
- The driver may take a re-examination. If the driver fails the re-examination, the Bus Driver Unit must be notified within 10 days as required by Section 6.12 of the Commissioner's Regulations.

**NOTE:** A driver remains disqualified until he or she is retested in accordance with Section 6.15 of the Commissioner's Regulations and successfully passes the exam.